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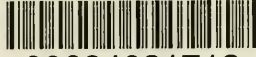
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FOURTH BIENNIAL REPORT

OF THE

**NORTH CAROLINA
STATE LIBRARY**

(Reorganized July 1, 1956)



July 1, 1962—June 30, 1964

Raleigh
North Carolina

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Raleigh
North Carolina

LETTER OF TRANSMITTAL

Raleigh, North Carolina

To His Excellency DAN K. MOORE

Governor of North Carolina, Raleigh

My dear Sir :

We have the honor to submit to you the fourth biennial report of the North Carolina State Library covering the biennium ending June 30, 1964. This is in compliance with the General Statutes of North Carolina, Chapter 125.

Respectfully submitted,

THAD STEM, JR.

*Chairman, North Carolina
State Library Board*

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NORTH CAROLINA STATE LIBRARY

Service and Organizational Chart

GOVERNOR

Governing Board
6 members appointed by Governor
Supt. of Public Instruction, ex officio
Librarian, UNC Library, ex officio

Appoints

N. C. Certification
Board Member, G.S.
125-9

N. C. Interlibrary Re-
search Facility, ex
officio

N. C. Library Associa-
tion Headquarters

State Librarian

ADMINISTRATION
Functions:
Organization
Personnel
Budget
Policies
Public Relations
Publications
Janitorial services
Communications
Legislation

GENERAL SERVICES
Functions:
Reference and research
Genealogy
Interlibrary loan
General circulation
Materials selection
Shelf work
Exhibits

EXTENSION SERVICES
Functions:
Consultant service to
Public libraries
Institutional libraries
Interested groups,
organizations,
individuals
Adult education
Film Program
Workshops, institutes, etc.
Statistics
State Aid and
Federal Aid Programs
Trustee Program

TECHNICAL SERVICES
Functions:
Acquisitions
Bibliographic services
Main catalog
Union catalog
Materials selection
Coordination of re-
search materials
within State
Binding
Periodicals
Newspapers
Microfilm
Gifts, exchanges, etc.
Documents

LIBRARY SERVICES FOR THE BLIND
Functions:
Readers' Advisory Services
Circulation

PROCESSING CENTER
(For public libraries)
Functions:
Acquisition
Classification and cataloging
Book Processing

NORTH CAROLINA STATE LIBRARY

Office: Library Building, Raleigh

BOARD

Appointed by the Governor:

THAD STEM, JR., Oxford, <i>Chairman</i>	Term Expires 1967
CLIFFORD PEELER, Salisbury, <i>Vice-Chairman</i>	Term Expires 1965
MRS. GORDON TOMLINSON, Mocksville	Term Expires 1967
DR. MARK M. LINDSEY, Hamlet	Term Expires 1965
PAUL S. BALLANCE, Winston-Salem	Term Expires 1969
MRS. BERNICE KELLY HARRIS, Seaboard	Term Expires 1969

Ex Officio:

DR. CHARLES F. CARROLL, Raleigh
DR. JERROLD ORNE, Chapel Hill

STAFF

MRS. ELIZABETH H. HUGHEY, *State Librarian*

ADMINISTRATIVE DIVISION

MRS. BETSY N. PEARCE, Secretary to State Librarian
MRS. RUBY B. HOLLOWAY, Budget, Personnel, and Purchasing
Officer
MRS. BILLIE JEAN WALL, Typist
MRS. BETTY P. RICHARDS, Typist
LONNIE YOUNG, Janitor-Messenger
JESSE MOORE, Janitor-Messenger

GENERAL SERVICES DIVISION

GLADYS JOHNSON, General Services Librarian
MRS. MARGARET PRICE, Genealogy Reference Librarian
MRS. LOIS NEAL, Reference Librarian
MRS. HELEN D. HARRISON, Reference Librarian
ANNIE LEE YATES, Reference Librarian
NANCY K. WILLIAMS, Reference Librarian
MRS. MARIAN LEITH, Reference Librarian
ALICE REAVES, Reference Librarian
ELIZABETH D. MIDDLETON, Library Assistant
DAN WOODALL, Library Assistant
JEAN GLOSSON, Stenographer
WALLACE WOOD, Clerk
SAMUEL BRODIE, Clerk

EXTENSION SERVICES DIVISION

ELAINE VON OESSEN, Extension Services Librarian
FRANCES GISH, Library Consultant
PHYLLIS SNYDER, Library Consultant
MADGE BLALOCK, Institutional Consultant and Editorial Librarian
MRS. STELLA SANDERS, Stenographer
MRS. PAULINE HARTOFELIS, Stenographer

TECHNICAL SERVICES DIVISION

MARGARET SANGSTER PARROTT, Technical Services Librarian
MRS. DAVORA NIELSEN, Serials and Documents Librarian
MRS. VIRGINIA MILLER, Librarian
DOROTHY C. GRIGG, Head Cataloger
MRS. PATRICIA BECKER, Cataloger
MRS. MARY ROSE DOYLE, Assistant Documents Librarian
MRS. MARGARET QUANCE, Library Assistant
MRS. BETTY SMITH, Library Assistant
MRS. EVA HOCUTT, Typist
MRS. ELOISE STEWART, Typist
LINDA SMALLWOOD, Typist
JERARD VAN DER KROON, Clerk

Library Services for the Blind

EVELYN PEELER, Librarian
MRS. MARY WHITEHURST, Assistant Librarian
MRS. REBECCA FERRELL, Library Assistant
PATRICIA GLOVER, Typist
JOHN BOYKIN, Clerk
DARYL BREWER, Clerk

PROCESSING CENTER

MRS. MARION JOHNSON, Librarian
MRS. MARY LOFTIN, Assistant Librarian
MRS. MARY EDNA CAMERON, Library Assistant
DONALD BURGESS, Clerk
MRS. PEGGY UNDERWOOD, Clerk
MRS. PATRICIA ALLEN, Clerk
MRS. CAROLYN SMITHERMAN, Typist
MRS. BETTY BASS, Typist
MISS JANET FAUCETT, Typist
MRS. BETTY GORDON, Typist
EUGENE SPENCE, Duplicating Equipment Operator

APPROPRIATIONS AND EXPENDITURES

State Funds

	North Carolina State Library		State Aid to Public Libraries	
	1962-63	1963-64	1962-63	1963-64
Salary—State Librarian	\$ 10,500	\$ 10,917	\$	\$
Salaries & Wages—Staff	117,322	129,126	34,418	41,314
Supplies and Materials	1,875	1,943	499	499
Postage, Telephone, Telegrams, Express	1,600	1,700	125	125
Travel Expense	453	1,000	2,500	2,266
Printing and Binding	3,933	3,572	98	91
Repairs and Alterations	197	214	44	44
General Expense	286	312
Books	18,299	33,500
Equipment	947	4,504	177	259
Attending Board Meetings	600	599
Payments to Counties	437,722	444,116
Estimated Receipts	8,130	20,719	14,316	19,116
Total Expenditures	\$ 156,012	\$ 187,387	\$ 475,583	\$ 488,714
Total Appropriations	\$ 147,882	\$ 166,668	\$ 461,267	\$ 469,598

APPROPRIATIONS AND EXPENDITURES

Federal Funds

	1962-63	1963-64
ADMINISTRATION		
Salaries and Wages.....	\$ 38,527	\$ 32,606
Supplies and Materials.....	1,433	1,498
Postage, Telephone, Telegrams.....	2,516	2,096
Travel Expense.....	1,625	2,779
Printing and Binding.....	783	423
Repairs and Alterations.....	57	193
General Expense.....	60	
Books and Materials.....	16,682	12,814
Equipment.....	1,017	13
Federal Aid to Counties.....	223,944	239,132
Contributions to Retirement and Social Security.....	2,299	2,359
Scholarship Grants.....	6,700	5,100
TOTAL ADMINISTRATION	295,643	299,013
PROCESSING CENTER		
Salaries and Wages.....	35,767	40,380
Supplies and Materials.....	7,233	7,750
Postage, Telephone, Telegrams, Express.....	628	932
Travel Expense.....		189
Printing.....	700	1,050
Repairs and Alterations.....	296	303
Books and Materials.....	211,554	250,029
Equipment.....	112	46
Insurance.....	124	
Motor Vehicle Operation.....	11	72
Contributions to Retirement and Social Security.....	2,486	2,759
TOTAL PROCESSING CENTER	258,911	303,510
Estimated Receipts.....	570,236	617,059
Balance Previous Year.....	111,043	21,329
Total Expenditures.....	659,951	617,184
Transfer to Special Clearing Account,.....	105,397	14,661

Fourth Biennial Report of the North Carolina State Library
July 1, 1962-June 30, 1964

This report is presented in two parts. Part I is an examination of existing state level library services in North Carolina as they relate to the *Standards for Library Functions at the State Level* recently adopted by the American Library Association. The standards were developed following a national survey of library services and needs at the state level. Part II is a summary of activities and progress of the State Library program for the biennium.

PART I

Since 1956 and the merging of the Library Commission and the State Library, the four major library agencies at the state level in North Carolina are the State Library, the Department of Archives and History, the Supreme Court Library and the Library and Instructional Materials Services of the Department of Public Instruction.

The varied responsibilities of State government for library service as set forth in the sixty-two standards are grouped under five major headings:

**STATEWIDE LIBRARY RESOURCES FOR BOTH
GOVERNMENT AND CITIZENS**

1. Each state should have a plan for developing the total subject and reference resources which affect the economic, political, intellectual and cultural life of the state.

The survey of the total library resources in North Carolina undertaken by the Governor's Commission on Library Resources should lead to recommendations* which will strengthen the cooperative efforts to build more adequate collections and hasten the development of clear and specific agreements among all types of libraries as to areas of responsibility. The State Library, maintaining primary responsibility for serving State agencies and for interlibrary service to fulfill requests coming through its public libraries, is handicapped by its inadequate book budget as well as by the limited resources of other libraries throughout the State. In 1963-64, 15% of the requests referred by the State Library to other libraries could not be filled.

*Recommendations have been completed and are an appendix to this report.

2. **The general subject resources within each state should include not only books but research and information reports; journals of trade, industrial, and professional groups; files of state and major national newspapers; maps; and similar materials.**

The State Library is attempting to provide major types of resources in depth to serve the executive and legislative branches of State government. The State Library has been designated the official exchange agency for legislative research publications. Two copies are received from other states and one shared with the Institute of Government at the University in Chapel Hill. Further, the State Library has been working with the State Planning team in an effort to have established in the Capital area a data bank for use of State government, a clearinghouse for research in progress and a rapid informational retrieval service. (Equipment and some experienced personnel already available in state government could become involved in this service.)

3. **The state through its state library agency should exercise leadership in maintaining freedom to read and freedom of access to materials or varying views within the state.**

It is a written policy of the State Library to provide information reflecting varying points of view on controversial matters and to encourage easy access to such materials throughout the State.

4. **The state should maintain a comprehensive collection on present and potential public policies and state responsibilities as one important unit in statewide resources, and a collection which supplements and reinforces resources of the library systems.**

The State Library assumes this responsibility but where standards refer to the one-half-million volumes for this purpose this library has less than 150,000 volumes.

5. **The general resources in state agencies and the wider resources in libraries associated in cooperative agreements should be widely and genuinely available through the following means: (1) central records of holdings, (2) bibliographies and indexes of state materials, (3) rapid communication systems among libraries to facilitate location of needed information and resources, (4) inter-library loan provisions to the extent consistent with the need for material in the holding library, and (5) dupli-**

cation equipment for supplying copies of material that cannot be furnished by interlibrary loan.

A union list of special subject holdings of the public libraries and a union list of State agencies libraries is maintained at the State Library. A union catalog of the complete holdings of the University of North Carolina, Duke University and the major holdings of the majority of other college libraries and public libraries is maintained at the Interlibrary Center in the Wilson Library at the University in Chapel Hill. (2) Bibliographies and indexes of the state materials are being developed as rapidly as available personnel permits. (3) A teletype service is maintained between the Interlibrary Center in Chapel Hill and the State Library. Three times a week a service truck makes the rounds from the University in Chapel Hill to Duke University, to the Research Triangle, to D. H. Hill Library, Raleigh campus of the University, and to the State Library and return. The teletype also provides ready access to 57 major libraries throughout the country. (4) Major lending libraries of the state have adopted uniform interlibrary loan policies. (5) Where duplication equipment is inadequate, commercial services are employed for patrons.

- 6. Subject and reference resources should also be available at regional centers within the state, at a distance which enables any serious reader to drive to the facilities, use them, and return to his home within one day.**

Development of regional resource centers has been explored among public libraries. Further study, the involvement of other types of libraries and greatly increased financial resources must precede development of such centers.

- 7. Each state should maintain a complete collection of the documents of its own government and of current documents of comparable states, plus a strong central collection of both local and federal documents.**

The State Library is the official depository for State documents as well as a federal depository. The State Library's collection of documents from the other states has been at the University of North Carolina for many years because of inadequate space at the State Library in Raleigh.

- 8. Each state should maintain a law collection covering the complete body of primary and secondary legal materials, in order to provide the best possible legal resources for the operation of state government and for the administration of justice.**

The Supreme Court Library maintains legal materials and the State Library supplements its resources with nonlegal materials insofar as possible.

9. **A strong collection of history related to the state—regional, state, and local—should exist where it is accessible to government officials, research workers, and the interested public.**

The Department of Archives and History maintains all primary source materials in the area of history. The State Library maintains the collection of printed materials related to the regional, State and local history.

10. **Each state should have an archives collection and program, for the preservation and organization of the state's own records and the records of local government.**

The Department of Archives and History fulfills this responsibility.

11. **Resources available within or near each state should include a full range of reading materials for the blind and visually handicapped.**

The North Carolina State Library maintains a Regional Library for the Blind and serves South Carolina on a contractual basis for an annual fee.

12. **The total resources in each state should include collections of audio-visual and of other newer forms of communication which should be made available to users throughout the state.**

Through the Adult Film Project, sponsored by the State Library and the public libraries of the State, a collection of adult informational films is available and widely used. An audio-visual consultant is the latest addition to the Extension staff of the State Library and work is underway to extend the audio-visual materials and services.

13. **The state should participate with other libraries in providing storage of little-used materials.**

No program of this type is underway. Limited storage facilities have discouraged development of a "last copy" or "little used" storage program.

LIBRARY SERVICES FOR STATE GOVERNMENT

14. **A high level of information and reference service for government agencies, courts, and projects must be maintained by the state.**

The State Library and the Supreme Court Library do provide high level reference services limited only by lack of resource materials and personnel.

15. **Special information and research service should be available to the legislative branch of government, and provided as part of or in close coordination with state library agencies.**

The State Library now cooperates with the State Legislature in maintaining library service in the Legislative building library during each session of the General Assembly. Reference and other library service is given to members of the legislature who come to or call the State Library.

16. **Efficient and rapid methods of storage, retrieval, and dissemination of information should be developed and utilized as part of state library service.**

(See number 2 above.)

17. **Specialized working libraries may be needed in some divisions and agencies of government, and should be developed as branches of or in close coordination with the central library agency with the comprehensive collection.**

The State Library works with each division and agency of government in organizing and maintaining necessary library resources within the agency. The State Library is developing with the Department of Administration a plan for the centralized purchasing and perhaps processing of materials for said agencies. This can result in less duplication of materials, discounts for quantity buying and prompt listing in union catalog.

18. **A clear and continuing official relationship should exist between state library agencies and libraries within the institutions which the state maintains for its health, welfare, and correctional programs.**

This service has been limited because of lack of personnel on the State Library staff. Some service has been given where firm requests have come to the library.

19. **The resources of state institutional libraries should meet the immediate administrative and technical needs of the staff, and should be tied into state resources for specialized materials not held within the institutions.**

Both the State Library and the State Agencies responsible for these institutions are aware of needs but confronted by financial and personnel limitations at this time.

20. **The library programs maintained in state institutions should be an integral part of their treatment and rehabilitation programs.**

(See statement under 19. Bibliotherapy is increasing in importance.)

THE STATE AND STATEWIDE LIBRARY DEVELOPMENT

21. **State library agencies should keep state laws affecting library service under constant scrutiny, so that legal provisions and conditions in the field fit each other.**

The State Library makes periodic review of all North Carolina library laws. A revision in the public library law of North Carolina was secured in 1963 and other needs are now under consideration.

22. **The state should gather and publish annual statistics on libraries in the state—public, school, academic, special, and including state library agencies themselves — and should provide central information about the library resources of the state.**

The State Library serves as a clearinghouse on library information, collects and publishes all library statistics in the State except school statistics which are published by the Department of Public Instruction.

23. **The annual statistics gathered by the several states should be designed to provide a common core of data among the states and for the nation.**

This library has a long history of cooperating with the U. S. Office of Education in gathering North Carolina's part of nationwide statistics and in development of program for uniform reporting.

24. **The state library agency should participate in the development of state-wide plans for all types of library service within the state, should conduct research to determine library needs and possibilities, and where planning groups do not exist should take the initiative in marshaling qualified individuals, groups, and agencies to engage in such planning.**

Leadership in statewide planning for library development has come from the State Library as far as its short staff and limited funds permit. No research personnel has yet been provided in this agency, but the need is constant.

25. The state plan should particularly indicate the structure of coordinated public library service needed to achieve national standards for public libraries both in metropolitan areas and in rural areas.

In the area of public library planning and development, the Library Commission until 1956 and the Extension Division of the State Library since has accepted this responsibility. It has helped develop standards for service specifically for North Carolina—*Standards for North Carolina Public Libraries*.

26. The state plan should also identify the levels of financial support and service which local libraries must achieve in order to participate in the state program and to receive state financial aid; and state library agencies should be responsible for seeing that the levels or standards are achieved.

The State Library Board fulfills the statutory responsibility of developing plans and regulations for the use of State Aid to Public Libraries and for Library Services and Construction Act Funds. Specific criteria developed for qualifying in these funds encourage improved library systems and services.

27. As a standard of first priority, every locality within the state should be encouraged to participate in a library system, so that every resident has direct access to public library service.

State standards and regulations for use of grants-in-aid encourage development of larger systems of libraries.

28. Some circumstances, such as very sparse population and low economic base in specific local areas, may lead the state to provide direct library service.

In the two counties without countywide service, the State Library serves the individuals direct on request if they do not have access to a municipal library.

29. Another high-priority standard of library development is that of establishing regional centers over the state so that every reader has access to a subject collection and staff in some depth in addition to the most used resources within his locality.

(See item 6.)

30. State library agencies should provide reference, bibliographic, and interlibrary loan service to stand behind community and regional libraries.

(See statements in item 4 and item 14.)

31. **State library agencies must have consultants sufficient in number to provide contact with every publicly supported library within the state at least once every year, plus sufficient staff to work intensively with libraries and library systems engaged in active programs to improve service.**

(See statement below under item 32.)

32. **State library consultant service should extend to guidance in special aspects of library service, and be strong enough to help those libraries meeting standards and thus able to move on to more advanced programs.**

The consultant staff must be enlarged to give more assistance to public library service programs. There is now a director, two general consultants, and an audio-visual specialist. Needed are another general consultant, an adult services consultant and a children's services consultant.

33. **State library agencies should take the lead in interpreting library service to the government and to the public, and in promoting a climate of public opinion favorable to library development.**

The North Carolina State Library is in dire need of a person to fulfill this function. An assistant to the State Librarian has been requested and can help in this area.

ORGANIZATION OF STATE LIBRARY SERVICES

34. **The agency or agencies providing state library services should rest upon clear statutory provisions which define the functions to be performed, provide authority for these activities, and insure the legal basis for a flexible program to meet the needs of the state.**

North Carolina is in the enviable position of having clear statutory provisions for its state level library service.

35. **Every state should make administrative provision for the three broad areas of state library service—building and servicing of subject and reference resources, direct service to state government, and consultation service over the state—and should have qualified personnel assigned to each.**

The administrative provisions exist in North Carolina. The limitations are in funds. Budget requests for 1965-67 have been made to help relieve the current restrictions in each area of service.

- 36. The several state library agencies dealing with the three broad areas of state responsibility should be unified as one department or division of government to the extent possible and advisable under state law and traditions.**

The Commission on Reorganization of State Government, authorized by the 1953 General Assembly, studied all library services at the state level and recommended only the merging of the Library Commission and the State Library which was achieved in 1955 by legislation. There exists an excellent working relationship among all library services at the state level.

- 37. Provision should be made in every state for agencies or units devoted to such special library services as historical materials, law collections, archival materials, and legislative information and research service.**

These provisions are included in the existing agencies functioning at the state level: State Library, Department of Archives and History and the Supreme Court Library.

- 38. The function of advising and supervising school libraries should normally be placed in the agency concerned directly with elementary and secondary schools in the Department of Education.**

The Department of Public Instruction maintains a Division of Library and Instructional Materials Services which fulfills responsibility for school library development. As is true with the other agencies, more personnel is required.

- 39. To the extent that separate library agencies remain at the state level, they should be coordinated in a clear-cut plan which provides for consultation and cooperation and which specifies divisions of responsibility.**

There is close cooperation between all library services at the state level as well as between types of libraries and between governmental levels.

- 40. The state library or state library agencies should be so placed in the structure of government that they have the authority and status to discharge their responsibilities.**

North Carolina's library agencies do have authority and status in the Governmental organization structure.

- 41. The state library or state library agencies should function in close contact with library groups and citizens throughout the state.**

The State Library cooperates with and maintains a close working relationship with other library agencies and services

throughout the State. Further, the State Library tries to maintain a close working relationship with other agencies and groups providing services for people at each level of government. This is hampered by lack of professional personnel. The State Library has an excellent working relationship with the North Carolina Library Association.

THE STATE AND FINANCING OF LOCAL PUBLIC LIBRARY PROGRAMS

- 42. The state should share in the direct costs for a minimum standard of local public library services.**

The guiding principle behind state financial contributions to local library service is that of insuring adequate service for all people in the State. Public libraries as well as schools are part of the state educational system. North Carolina adopted the principle of State Aid to Public Libraries in 1941. It has been a stimulating fund and its original concept was as a supplementary fund. Currently the State Aid fund provides an average per capita income of 9¢ and no library system meets minimum standards for adequate service. The basic concept of public library finance must be restudied.

- 43. The state share in the financing of local public library service should be at least one third to one half of the total cost of a sound minimum public library program as set forth in the state plan for library development.**

The state share of public library financing in North Carolina for 1963-64 was 9¢ per capita of the total per capita income of \$1.01.

- 44. State legal provisions should encourage local fiscal responsibility for library services and should not impose arbitrary restrictions on localities, such as tax-rate limitations.**

Legal provisions provide for public library financing from nontax sources only without a tax vote by the people, and even then there is a statutory limitation to the amount they may vote to be levied—not over 15¢ per hundred dollars assessed valuation.

- 45. State financial aid for libraries should help to equalize resources and services across the state, by providing extra help for localities least able to finance sound facilities from local funds.**

In North Carolina the State Aid Law was established to provide funds to "aid, promote and equalize public library service." Current pattern of allocation is best one to date to achieve the intent of the law.

46. **Direct financial grants to local libraries should be conditional on the meeting of minimum standards of organization, qualifications of professional personnel, and financial effort for library support on the part of local government.**

The State Library Board establishes rules and regulations governing the eligibility and use of State Aid. These regulations are developed to encourage the best possible use of the funds to improve public library service.

47. **Direct state aid may be granted to libraries not achieving minimum standards if they show promise of achieving the standards within reasonable time and have a plan for this purpose.**

Regulations governing State Aid grants are designed to help library systems achieve standards and to obtain increased local support.

48. **State financial assistance should be provided on a short-term basis to help meet the substantial costs involved in organizing or reorganizing local units into systems of adequate size.**

Establishment and maintenance grants for larger units of service have been in effect since 1959, and seven new and three enlarged regions have been organized under the impetus of this regional grant program.

PERSONNEL

49. **State library agency personnel should meet the highest professional standards, plus the requirements for special positions involved in state service.**

Professional librarians employed in North Carolina's libraries at the state level meet the highest professional standards. This is possible through the requirements spelled out in classification and pay plans of the Department of Personnel. All classifications were developed after careful study of positions and consultations with agency directors.

50. **Appointment to state library employment should be for merit alone, and dismissal should occur only for incompetence or grave personal cause.**

This philosophy of employment prevails in North Carolina's state agencies.

51. **Professional positions in the state library service should be open to all qualified candidates.**

There are no restrictions for qualified candidates.

52. **Service within the state library program in each state should constitute a career service which provides reasonable opportunity for advancement.**

Positions in State Library service are career ones and the opportunity for advancement is as good as the small organization can provide.

53. **Salaries for the heads of the state library agencies should be at the level of salaries for the directors of the largest public and university libraries within the state; salaries for other professional personnel should be at or above the national level for positions requiring comparable experience and responsibility; and salaries for nonprofessional personnel should be comparable to those for nonlibrary positions in the state service.**

The salary of the professional personnel of the State Library continues to be below that of other educational personnel with comparable responsibilities. This exists chiefly because the salary for position of the State Librarian is low and out of line with other department heads. Nonlibrary positions are comparable to other State government positions.

54. **The conditions and prerequisites of state library employment should be comparable to those in service in the stronger libraries in the state and nation.**

Conditions of employment for State Library personnel compares favorably to those in service in the larger libraries of the State except for administrative positions.

55. **State library agencies have responsibility for helping to develop adequate library personnel resources in the state, extending from recruitment through full utilization of human resources.**

In addition to a scholarship program for earning a graduate degree in library science, the State Library now has a study grant program available to libraries to encourage their non-library trained college graduate personnel to get library training. The State Librarian is a member of an advisory committee to the University's School of Library Science.

56. **State library agencies should promote and provide a program of in-service training and education for librarians and trustees over the state.**

The State Library and the Department of Public Instruction, with the cooperation of the appropriate section of the North Carolina Library Association, the School of Library Science and the Institute of Government, have had in-service training and institutes for all types of librarians and for public library trustees. State Library consultants have assisted with in-service training of public library staff on a regional basis.

57. **State governments should establish certification regulations covering professional positions in publicly supported libraries.**

North Carolina has had a public library certification program since 1933.

PHYSICAL FACILITIES FOR STATE LIBRARY SERVICE

58. **The starting point for the construction or remodeling of a state library building should be a written program statement.**

The written program statement has been used by the architect in developing the blueprint for the proposed Archives-History and Library Building.

59. **The building program should include the following elements—book and materials areas, both frequently used and little used; reader areas; service areas for circulation, reference, consultation, and bibliographic aids and catalogs; office space; and special areas for audio-visual pre-viewing and conferences—and the relations between them.**

The above named elements were carefully considered in the development of proposed building of which 2/5 has been allocated to library purposes. Because of the many and varied services which must be performed in the building and the delay in getting construction started, space and some functional qualities have been sacrificed.

60. **State library buildings usually call for special physical features, such as housing and protection of records, extra study space for readers, and extra office space.**

Attention has been given to special needs of unique materials and services in planning. The handicap comes with the inadequate funds.

61. **With a sound plan in hand, an architect should be commissioned who combines ability to plan for functional needs and to design an aesthetically satisfying structure expressive of its purpose and compatible with other state buildings.**

An experienced and capable architect has been employed. He has studied carefully the special needs of each different service and function of the two agencies; Archives and History and the State Library. He has studied buildings throughout the United States designed to meet functional needs comparable to those of North Carolina.

62. **The plan and construction of state library buildings should provide for flexibility in the use of space, so that present programs and patterns of operation are not frozen by the building design, and for expansion to meet future increased demands.**

Planning to permit horizontal expansion has been requested as a first choice and vertical expansion accepted as a last resort. The location, still pending, will be a strong factor in determining the type of provision for expansion, if any.

PART II

The North Carolina State Library serves the government and the people of this State.

It provides library service to State officials, State employees, and members of the Legislature. It serves people who have no satisfactory local library service, and those whose serious purposes are facilitated by dealing directly with the State Library. It serves other citizens of the State through a network of libraries supplemented from State Library resources.

These services are now given from the Library Building on the southside of the Capitol and from the Mansion Park Building where the services for the blind are located. The 1963 General Assembly appropriated additional funds for books and funds for a new building to house the State Library and the Department of Archives and History. From building programs developed by the two agencies, the architect has completed developmental drawings. The site decision must be made before construction can begin.

GENERAL SERVICES

Requests for library materials reach the General Services Division through three channels: individual patrons, telephone and mail. A comparative study of these reveals some significant facts.

The combined total of the three sources shows a steady increase ranging from 20,867 requests received in 1956-58 to 48,182 in 1962-64, a 131% increase. The number of requests from individuals, coming to the Library in person, reached its all-time high of 12,981 in 1963-64. The number of requests received by mail has remained relatively stable but indicated a broad range of subjects and more intensive study in many areas.

Following the merger in July 1956, there was a period of several years in which the number of requests from individuals and the number from libraries averaged a little less than 50% each of the grand total of requests received, while telephone requests ranged from 2—14% with an average of about 8%. In the 1958-60 biennium, the number of requests from individuals began showing a greater rate of increase and therefore became and has remained the largest percentage of the grand total. In the 1962-64 biennium, 3,589 more requests were received from individuals than from libraries.

Resources of other libraries are also increasingly accessible to officials, employees and citizens of the State through the interlibrary services of the State Library.

1. Libraries in the Research Triangle—academic, public and special—represent an important concentration of information resources of the State.

Since 1958, the State Library has maintained almost daily contact by TWX with the University of North Carolina Library which maintains the North Carolina Union Catalog, the central bibliographical resource of the State. This union catalog contains entries from major academic libraries and selected entries from the larger public libraries. Within the Research Triangle there is also thrice weekly motor truck contact among the major libraries in Chapel Hill, Durham, Raleigh and the Research Triangle Park which expedites the actual interchange of library materials. Information resources available within the Research Triangle include, in addition to books, such materials as selected depository collections of U. S. Documents at the State Library and the Regional Depository of U. S. Documents at the University of North Carolina Library; strong newspaper collections at the State Library, the Duke University Library and the University of North Carolina Library; research and information reports at special research organizations, such as Chemstrand, Institute of Government, etc., as well as at the university libraries in the Triangle; and journals of trade, industrial, professional and scientific groups are to be found in most of the major libraries in the Triangle.

2. The coordination and development of public library resources in North Carolina is a function inherited from the North Carolina Library Commission in the merger of 1956. The State Library book collection is a supplementary resource available on interlibrary loan throughout North Carolina. Beginning in 1950, this interlibrary loan resource was strengthened by the cooperative development of special subject collections in a group of public libraries. In this biennium, there are 17 public libraries participating in the development of this interlibrary resource. The union catalog of these special subject collections is maintained in the State Library. Currently there are approximately

25,392 entries available in the catalog. This includes 3,392 titles added and available during this biennium.

3. Library resources outside the State are made available for the use of State officials and employees by the State Library through the National Union Catalog and the bibliographical services of the Library of Congress. This service is also extended to citizens of the State when out-of-state locations are requested by the local library agency which serves its community. Securing these materials is often expedited through the use of the TWX line connecting the State Library with 57 major libraries in the country.

State Library Interlibrary Services

The 1962-64 biennium was a period of adjustment in the interlibrary services of the State Library. In April 1963 revisions in interlibrary service policies and procedures became fully operative when the updated edition of *Services Between Libraries* was issued.

The increased cooperation of borrowing libraries has been clearly demonstrated through the increased coordination and accessibility of major library resources in North Carolina. There has been a continuous increase in referrals since 1958-59 when the State Library began using TWX for locations in the North Carolina Union Catalog at the University of North Carolina Library—82% in five years. Referrals have been made to public libraries and to academic or special libraries in that order.

Because of the nature of the requests, academic libraries (very largely UNC, D. H. Hill and Duke) have received more than 50% of the referrals made by the State Library, even though the State Library follows as closely as possible the policy of supplying public library requests from public library (State and local) resources. This points up both (a) the continued inadequacy of local library (school and public) resources and (b) the heavy demand by public libraries for student use.

EXTENSION SERVICES

Statistical tabulations show that the staff activities of the Extension Services Division have been varied and extensive.

The consultants spent 487 days in the field and made 479 visits to libraries. Such visits ranged in time from an hour to several days depending upon problems to be discussed, or activities to be carried out. There were meetings with 62 library boards

throughout North Carolina. The staff helped plan and conduct workshops for nonprofessional public library personnel in 11 areas of the State. Conferences both in Raleigh and elsewhere in the State were held with 660 librarians, 201 library trustees, 29 friends of libraries and 110 other persons including local, State and Federal government officials, architects, agricultural extension personnel, auditors, book publishers' representatives, N. C. Fund personnel, newspaper personnel, community planners, and local government retirement officials. In addition to all of this, the staff attended six professional conferences. Since the Extension staff works so closely with the public libraries in the State, a staff member serves on every committee of the Public Libraries Section of the North Carolina Library Association and meets with the Executive Board of the Section annually.

Lectures, talks, or speeches on the subjects of books and libraries were given to library workers, Friends groups, local government officials, library building dedications, clubs of various kinds and library school students. Several members of the staff participated in radio interviews.

Public Libraries

This biennium has brought public library development in North Carolina to a critical stage. Demands for service by public school students and commuting or extension college students resulted in "standing room only" situations where overworked librarians and aides struggled to find material students could not afford to buy and where, in many instances, the adult took one look at the clamoring crowd and backed out. Too often the businessman who phoned for a needed commercial address or census figure got an uncomprehending answer from an under-trained employee because a professional librarian could not be employed.

Only nontax funds may be used for public library support in this State unless a special tax is voted by the people. Public libraries are not listed by the Constitution of North Carolina as a "necessary public expense." Only 15 counties and 11 municipalities have voted to tax themselves for public library service. Maximum tax levy following successful tax vote cannot assure adequate increase for good service. Three counties have successfully passed tax votes in the past ten years—Gaston in 1957, Polk in 1959, and McDowell in 1960 after an unsuccessful vote in 1958.

In North Carolina, basic support of public libraries has come from local government with supplemental help from the State (using both State and Federal funds). Minimum support for adequate library service is estimated at around \$3.50 per capita; however, for the year 1962-63, the total per capita library income was only \$.91 and was increased to only \$1.01 for the year 1963-64.

Unless the State greatly increases its support of public libraries as a part of the educational program and helps the local government break out of its financial limitations, the State may be faced with assuming the major support of a public library service as it does the public school system. Public libraries must be more adequately supported or they will go out of existence.

Public Library Buildings

The tremendous increase in demand for library services by adults, students and preschoolers presented a graphic example of inadequacy throughout the State. Many communities have acted to provide space for needed library use.

New library buildings were opened in Asheboro, Forest City, Greensboro, Greenville, Oxford, Red Springs and Roanoke Rapids. A new library in Pinehurst was almost completed. New branch libraries in Charlotte, King, Mint Hill, and the Sharon Community (in Mecklenburg County) were opened. New library quarters in remodeled, existing buildings were occupied in Clinton, Draper, Halifax, Maysville, Newland, Raleigh, Swannanoa, and Wallace. Kings Mountain, Raeford, Waxhaw and Welcome obtained major renovations with additional space. New wings or additions were made to libraries in Concord, Henderson, Reidsville, Southern Pines and Thomasville.

A library site was purchased for the Dare County Library in Manteo and for two branches in Asheville. Sites for libraries were given in Aulander and Yanceyville. With the passage of the Library Services and Construction Act, public library construction is likely to accelerate in the next biennium.

Larger and better trained staffs and more books and other library materials are critically needed.

Adult Film Project

The North Carolina Adult Film Project was organized in 1952 to provide a collection of 16mm film available to citizens through

local public libraries. The Extension staff and public librarians of the State together have developed a collection of 1,204 films as of June 1964.

The films are housed at the Bureau of Audio-Visual Education, University of North Carolina at Chapel Hill. As soon as space is available, this collection will be brought to Raleigh and maintained at the State Library. It is hoped that films needed by departments of State government and by institutions under the Departments of Higher Education and Community Colleges can then be added through cooperative action.

Films were shown to business and industry, clubs, church groups, hospitals, correctional institutions and many community groups. During the biennium, 11,291 films were borrowed and shown to 388,988 persons.

Workshops and Institutes

The 1963 series of biennial Trustee-Librarian Institutes were held during March in Fayetteville, Greenville, Salisbury and Asheville. The Institutes were conducted cooperatively by the State Library with the Institute of Government and the North Carolina Association of Library Trustees. Around 350 trustees, librarians and local governmental officials attended the four sessions to participate in discussion of *Standards for North Carolina Public Libraries* developed by the North Carolina Library Association.

An Audio-Visual Institute was conducted in Charlotte, August 15-16, by the Audio-Visual Committee, Public Libraries Section, North Carolina Library Association with the assistance of the State Library. Both audio-visual materials and equipment were discussed and displayed at the Institute.

A Library Buildings Institute was conducted in Raleigh by Hoyt Galvin, building consultant of Charlotte. State Library Extension staff personnel helped registrants apply techniques to their own library situations.

Consultants from the State Library staff have assisted librarians around the State in planning and conducting in-service training workshops for untrained staff members. This has increased the competency in personnel in their services to public library users.

Institutional Libraries

Services to various types of institutions is a part of the State Library's extension program. From its inception a number of

years ago, this type of aid has been given following a direct request from the institution needing assistance in organizing a book collection and formulating a library routine for inmates or patients, as the case might be. The book collections in institutions remain inadequate, so the State Library has supplemented these by lending books which might offer a greater variety of both informational and recreational reading material.

During the biennium just past, there have been increased requests from prison units throughout the State to the local libraries asking for bookmobile service. There has been a concentrated effort on the part of the State Library to urge and encourage the public librarians in these areas to cooperate as far as possible with the prison units. It has been reported that in some units, library space has been provided but often there are no books and the unit is depending on the county or regional library and/or the State Library for collections.

During the biennium the responsibility of the Library at Central Prison has been shifted from the Supervisor of Education to the Supervisor of Recreation. Apparently there has resulted a lack of supervision of the project equal to previous years since over two hundred volumes belonging to the State Library have been lost. Also many of the books that were returned to the State Library were badly abused and had to be discarded. This fact alone points up the need for trained library personnel on the staff of the Prison Department to give time and attention to the library projects in the various penal institutions. The new Honor Grade Building has been completed and space has been provided for library purposes; however, due to the lack of funds, books and personnel, this phase of the rehabilitation program is neglected.

The Youth Rehabilitation Center at Raleigh has borrowed books from the State Library and reports indicate that these have been well received and used by the youths.

Even though the therapeutic value of books and reading is recognized and acknowledged, there continues to be an appalling dearth of these resources in North Carolina's public institutions for the mentally ill, mentally retarded, tubercular, delinquent and criminal persons. There is the need for a full-time person on the State Library consultant staff to work with all of these institutions and to coordinate a strong library program for each type. Adequate funds for library facilities, materials and personnel should be provided by each institution.

North Carolina State Library Scholarship Program

Because of the dearth of professional librarians available for employment in North Carolina's public libraries, the State Library has been using part of its Federal Aid Grant for a scholarship program since 1961. Each scholarship in the amount of \$2,000 is awarded to a carefully screened candidate who meets the criteria for admission to an American Library Association accredited library school and who has the personal qualifications required for public librarianship. Each recipient must earn a master's degree in library science and fulfill a two-year work program in a North Carolina public library or repay the amount of the scholarship. By June 30, 1964, fifteen scholarships had been awarded and eight recipients had completed training and were fulfilling their work requirement in a public library in North Carolina. Thus far the scholarship students have studied in five different accredited library schools.

TECHNICAL SERVICES

The Technical Services Division of the North Carolina State Library is responsible for a number of functions, which, without sufficient personnel and budget, can hinder the services of the entire library. In spite of the usual turnover in professional positions, the failure to secure additional nonprofessional positions, and lack of sufficient increase in budget, the Division has been able to maintain steady progress in all its activities and also to initiate new services. This has been accomplished by the addition of a professional librarian and by streamlining some of the clerical routines.

A brief description of the activities of the Division during the biennium follows.

Cataloging of Library Materials

The cataloging of new titles kept pace with the increased book budget and no outstanding backlog of new books accumulated. The recataloging of books from the merger of the two agencies in 1956 has continued at a steady rate and has been speeded up somewhat by the addition of a half-time professional assistant and by the production of catalog cards by means of multilith by the Library's Processing Center.

Documents

The organization of the State documents collection has continued during the biennium. The reproduction of catalog cards

by means of multilith has enabled the documents librarian and her half-time professional assistant to maintain steady progress in making this valuable material available to the patrons of the library. The acquisition of new materials continues to increase through more personal contact with the various State agencies. Other State agencies are encouraged to make their work-related library needs known to the State Library staff.

Personnel from the Documents staff was furnished during the 1963 session of the General Assembly to organize and assist Assembly personnel in the operation of the State Legislative Library in the State Legislative Building. The service which was required by the members of the General Assembly was hampered by lack of financial assistance. The State Library continues to collect and house the publications received through the "Interstate Exchange of Legislative Service Agency Publications," a program of the National Legislative Conference. These publications and the microcard edition of legislative research publications from other states have been made available to the State Legislative Council since its creation by the 1963 General Assembly.

During the biennium, the Technical Services Division has been able to initiate a service to State agencies in the organization of their professional collections. In initial stages, this service has been advisory only. Plans need to be developed for a central ordering and processing of all State agency library materials which are maintained in the few subject libraries in the respective agencies.

The Federal documents collection continues to grow. New publications have been added throughout the biennium to assist the reference librarians in serving State personnel. The staff of the Technical Services Division has cooperated with the staff of the Documents Section of the University of North Carolina Library in implementing the new Depository Library Act in North Carolina.

Periodicals and Newspapers

Periodical subscriptions have remained essentially the same in number with the cancellation of some little used titles and the addition of new titles of more research value. (Frequent review of use must be made to assure wise selection.) This has increased the number of titles which must be bound in order to prevent loss. Space has become a very critical problem in the housing of the bound periodicals, and consideration must be

given to the purchase of some of the most frequently issued titles on microfilm. In many instances, the purchase of microfilm can be less expensive than binding costs which are continually rising and the housing of this type of bound material.

The State Library continues to receive most of the North Carolina newspapers as gifts from the publishers. When funds have become available, the microfilm edition of the major papers has been purchased thus eliminating some of the problems of space requirements and costs of binding. More attention should be given to the purchase of more newspapers on microfilm.

Publications

The Division continues to issue monthly the "Acquisitions List," and bimonthly the "North Carolina Publications, Checklist of Official State Publications" in cooperation with the University of North Carolina Library at Chapel Hill. In addition, the Division began in the latter part of the biennium to issue a quarterly list of "Federal and State Documents Received by the North Carolina State Library" for distribution to the State agencies and the public libraries in the State.

A Further Look

Although the Technical Services Division is maintaining a steady rate of progress with its present staff and budget, the need for increasing professional and nonprofessional staff and increasing budget is critical at this point of development of services that can and should be rendered.

The preservation of the very rare and valuable research materials housed in the Library should be given attention. Much of this material is found in the Federal and State Documents collections and in the rare book collection.

Emphasis needs to be placed on completing the recataloging of the book and documents collections. To accomplish this, additional personnel is needed. It is not anticipated, however, that staff employed to complete this project would necessarily be permanent. A small staff employed on temporary basis for this single purpose could complete the work within a biennium under the direction of the present head cataloger and documents librarian.

PROCESSING CENTER

The North Carolina State Library Processing Center is now in its fourth year of rendering technical services to the public

libraries of the State. Administered by and housed in the State Library and originally financed by Library Services Act funds, the Processing Center is financially self-supporting by means of the 75¢ per processed book which it charges for its services. Services of the Center include book ordering, cataloging, preparation of catalog cards, and physical preparation of books.

The purpose of the Center is to save the costly duplication of staff time from those duties which were formerly performed in every local library in the technical processing of library books for public consumption. The Center performs the technical services for libraries by making use of equipment and production methods which are not possible in the average public library. By means of mass production, the Center processes books more efficiently and cheaper than the local library can do it, and the saving in book prices and the economy in processing is passed along to the local library.

That the project has grown steadily is evidenced in the addition of new member libraries, increased production of processed books, duplication of catalog cards for Museum of Art and service for a public school library on a demonstration basis.

During the last biennium 9 additional libraries joined the Processing Center. The membership list now includes 52 libraries representing 71 counties in the State. There are 11 regional libraries, 36 county libraries, four independent libraries, and one school library. 154,185 books were processed and shipped during the past two years.

The school library, which is in Hallsboro School in Columbus County, is a pilot project to assess the advantages of centralized processing in school libraries. Since the project has been in operation for not quite a year, conclusions on its feasibility have yet to be reached.

The library in the North Carolina Museum of Art is having its catalog cards duplicated by equipment in the Processing Center. The price of three cents per card is less than for other methods of card reproduction. Cards which may not be available from the Library of Congress can now be duplicated for the use of the Art Museum in much less time than it would take to type them.

It is presently estimated that well over 100,000 books will be processed during 1964-65. In anticipation of the larger volume of orders, the staff has been increased and the work space has been enlarged. The enlargement of work space means loss of

some stack space and more materials in storage. However, the usefulness of this service warrants the temporary storage until the new building is completed.

LIBRARY SERVICES FOR THE BLIND

Library Services for the Blind was organized and has been administered by the State Library since September 1958. It is one of 31 regional libraries established in the United States to provide library service to the visually handicapped. This service was expanded on a contractual basis to South Carolina in August 1961; therefore, this report is the first to include both states for a full biennium.

The talking books and talking book machines are furnished by the Library of Congress and are distributed free of charge, under government franking privilege, to those blind readers who are certified by the State Commission for the Blind. Books of all types are available to the library patron from the classics to the current best sellers.

The distribution of active readers between the two states as of June 30, 1964, was 644 for South Carolina and 1,588 for North Carolina. These 2,232 patrons (111 of which were juvenile) read a total of 84,102 books in 1963-64. This was an average of 37 titles per reader for the year. The most popular types of books read were the Bible and other religious literature, biographies, mysteries and westerns.

In November 1962, Miss Estelle P. Walker, Director of the South Carolina State Library Board wrote: "We are constantly impressed with the fine service which is coming from the Regional Library for the Blind. We have had all sorts of good comments about it, and I believe that there is no doubt in anyone's mind that Service to the Blind in our state has improved 100 per cent."

Such comments as the one above are encouraging; however, a dire need is pointed up. With the increased volume of work that is carried on in the Library Services for the Blind, there is a need for more space and more personnel. The present location does not provide sufficient space to add shelves that are becoming necessary to house the talking book collection, and the present staff needs to be increased to keep up with the demands for more and more reading materials.

APPENDIX

GOALS FOR THE FUTURE: RECOMMENDATIONS
BY COMMISSION AND LIBRARY SURVEYORS*

Under various sections of the following report on the resources of North Carolina libraries there are proposals, recommendations, and suggestions for constructive actions that if implemented should, in the opinion of the survey staff, consultants, and advisers make important contributions to the effectiveness, general improvement, and progress of library service in the state. In addition, the commission itself, after studying the report, prepared its own set of recommendations. For convenience and quick reference the two have been combined, grouped, and summarized here by categories:

I. The State Library

1. The regular budget of the Library should be increased by 100 per cent within five years, to enable it to provide greater depth and effectiveness in its present activities and to move into other areas urgently needing attention.
2. Closer correlation between the State Library and the research activities of other agencies of the state government should begin immediately.
3. The State Library should develop a strong legislative reference service.
4. Through enlargement of the Extension Services Division, the State Library must extend its close working relationship with the state's public libraries to obtain maximum advantage from the increased federal funds being appropriated for library development.
5. The Library should work toward a more complete union catalog of the holdings of North Carolina state agencies and public libraries, coordinating such efforts with the expansion of the Interlibrary Center's union catalog at Chapel Hill.
6. The Library should obtain legal authorization to serve as the central agency for receiving and distributing all official publications of the state of North Carolina, and establish a system of depository libraries.
7. The Library should strengthen services to the libraries in the institutions maintaining the State's health, welfare and correctional programs.
8. The State Library should seek necessary legislation to fulfill accepted recommendations for strengthening public library service.
9. The State Library urgently needs an adequate building designed to serve its many functions effectively and efficiently.
10. A specialist on children's library service should be appointed to the State Library staff.

*Governor's Commission on Library Resources—*Resources of North Carolina Libraries*, edited by Robert B. Downs.

11. The Library should explore the possibility of expanding the Processing Center to make its services available not only to public libraries, but to public schools, junior and community colleges, technical institutes, and industrial education centers.

II. State Department of Archives and History

1. Provision should be made as early as possible for a new building to relieve the serious problem of overcrowding in the State Department of Archives and History.

III. Public Libraries

1. Recognizing the importance of the public library as an educational institution, it is recommended that, to clarify the legal status of public libraries in North Carolina, a constitutional amendment be sought to include public libraries as a "necessary" public expense so that tax funds may be used for public library support.
2. (Note: Different approaches to methods of obtaining financial support for public libraries were made by the library surveyors and by the Commission. The first emphasizes state aid; the second, local support. Both are presented here):

The librarians:

Greatly increased State Aid will be required to correct substandard conditions in North Carolina's public libraries in such matters as the number of books per capita, total book holdings, volumes added annually, number of periodical subscriptions, number of staff members, per capita expenditures for public library support, per capita circulation of books, and physical facilities for libraries. A state-financed system of public libraries should be a permanent feature of library development in North Carolina, though not to the exclusion of local support.

The Commission:

Public libraries are basically a responsibility of local government. Local financial support must be increased to correct substandard conditions in North Carolina's public libraries in such areas as physical facilities, number of books per capita, number of periodical subscriptions, and number of staff members. Increased state funds must be made available to supplement and provide incentive for increasing local support.

3. The public libraries of North Carolina should work toward achieving the American Library Association's minimum standards as rapidly as possible.
4. Larger units of service should be the goal of the state's public libraries, aiming toward organizing the smaller county and municipal libraries into regional systems under centralized direction.
5. A detailed study should be made of the operation of bookmobiles to determine whether they are the most effective device for covering all the areas within their present territories.

6. Every public library is urged to set up a schedule of hours which will make library service available to the widest range of readers possible, including daytime, evening, and weekend hours.
7. Centralized acquisition, cataloging, and processing should be extended either by enlarging the Processing Center at the State Library or by establishing additional centers in other areas of the state.

IV. University Libraries

1. Substantially increased and sustained financial support is required by the Duke University and Consolidated University of North Carolina Libraries to enable them to meet the needs of new educational programs, of the greater volume of publishing, of inflationary costs of materials, of increased student enrollment, and to enable them to hold their present high rank among the nation's university libraries.
2. Especially in the case of the Library of North Carolina State, there is an urgent need for strong and sustained support in developing its book collections and increasing its staff. A new or expanded library building is also essential for that institution.
3. The well-established cooperative program in the Research Triangle ought to continue, be extended in all desirable ways, and to explore new areas of mutual interest.
4. Academic status should be granted qualified professional librarians in the colleges and universities throughout the state.
5. Television, commuting, correspondence, and extension students, now poorly served by libraries, should have proper provision made by their parent institutions to meet their book needs, perhaps by intramural or cooperative collections, or by agreements between the teaching institutions and the State Library and public libraries.

V. Senior College Libraries

1. Senior college libraries which fall below Association of College and Research Library standards should make a systematic effort to correct deficiencies.
2. An accelerated and sustained acquisition program should be undertaken by the senior college libraries to increase the number of current periodical subscriptions, and to build up well-balanced collections of newspapers, government publications, and audio-visual materials.
3. To improve their book collections, the libraries should use as buying guides up-to-date standard lists, selected by specialists.
4. Increased financial support is needed by the senior college libraries to improve their student per capita expenditures, raise salary levels, and to strengthen library resources.
5. A majority of the libraries are desperately short of space for books, readers, and staff, and these should undertake new building programs as early as practicable.

VI. Junior College Libraries

1. An immediate goal of the junior college libraries should be to meet the standards of the Association of College and Research Libraries for their book collections and personnel.
2. Stronger periodical subscription lists ought to be developed.
3. Financial support for the libraries ought to be increased to meet generally-recommended standards.
4. Adequate physical quarters should be provided for the considerable number of libraries now seriously overcrowded.
5. A cooperative program of centralized purchasing, cataloging, and processing should be considered by the libraries.
6. The libraries should regularly and systematically eliminate duplicates, out-of-date textbooks, and obsolete materials.
7. The libraries should serve as audio-visual centers for their campuses, unless this function is being performed elsewhere.

VII. Technical Institutes and Industrial Education Centers

1. A higher priority ought to be assigned by the technical institutes and individual education centers to providing libraries staffed by professional librarians and stocked with well-selected, up-to-date technical books and periodicals.
2. There is an acute need for suitable physical facilities for the libraries, presently lacking space for books, readers, and staff.
3. Overall professional supervision is needed for training purposes, to advise on special problems, and assist in the selection of books and periodicals.

VIII. School Libraries

1. A full-time certified librarian should be provided in each school with twelve teachers and an additional certified librarian added for each additional 500 pupils.
2. There should be a school library supervisor in each school administrative unit.
3. A state scholarship program is needed for prospective and practicing librarians for basic and advanced training.
4. More in-service library training programs are needed for librarians and teachers.
5. Collections of books, periodicals, and audio-visual materials should be expanded in individual schools to develop comprehensive instructional materials centers attuned to meet instructional demands.
6. Establishment of system-wide or regional processing centers, or perhaps a state center, is recommended to provide full-scale technical processing services to all school administrative units.
7. The School Library Allotment Fund ought to be increased to provide adequate maintenance of the state's school libraries.
8. The capital outlay for school libraries ought to be increased through local sources.

9. Additional consultants should be provided in the Library and Instructional Materials Services Section to work closely with local school systems.
10. New school buildings being planned should make adequate provision for expanding library operations and for the use of new educational media. In order for the library to be used easily when the school is closed, there should be a separate outside entrance and it should be possible to close off the library from the rest of the building.
11. Arrangements should be made, wherever possible, to keep school libraries open before and after school, on weekends, and during holidays.

IX. Special Libraries

1. Because of the frequently unusual and valuable nature of their resources, special libraries should be encouraged to cooperate with other types of scholarly and research libraries in the state.

X. Library Education

1. An aggressive recruiting campaign, supported by a generous plan of scholarships and fellowships, should be undertaken to bring well-qualified students into the library profession, to help relieve acute shortages of personnel in libraries.
2. To help make a recruiting campaign more effective, the economic status of librarians must be upgraded.
3. Qualified persons without library training should be encouraged to seek library employment. Formal courses, special workshops, institutes, and in-service training through appropriate educational institutions—library schools, senior colleges, community colleges, and technical institutes—should be made available to them. Such persons, serving as library technicians, could relieve the librarians of many routine duties.
4. The faculty, curricula, physical quarters, and general facilities of the library schools in the University of North Carolina and North Carolina College should be strengthened.

